



cwa

Caregiving Welfare Association



**ANNUAL
REPORT
2019**

Table of Contents

Charity Information	3
Vision and Mission	5
Policies	6
President's Report	7
The Year in Review	9
• Elderly Wellness and Social Support	9
• Welfare Support	19
• Education and Awareness	20
Fundraising Events	21
Story – Dealing with Death	23
CWA 2019 in Pictures	24
Future Plans and Commitments	28
Financial Information	30
Audited Statement of Accounts	31
Acknowledgement	61

The **Caregiving Welfare Association** was renamed from the Caregiver Counselling Welfare Association on 15 March 2010. The Association was set up on 24 April 2004 as a society and registered under the Charities Act on 13 May 2004.

Unique Entity Number (UEN)	T04SS0073G
Charity Registration No.	001778
IPC Registration No.	000659
ROS Registration No.	0395/2003WEL
Full Membership with National Council of Social Service	June 2005
Registered Address	3 Ghim Moh Road #01-294 Singapore 270003

Management Committee

The Management Committee was elected at the 15th Annual General Meeting held on 21 May 2019.

Name	Position	Occupation	Appointment Date
Dr Tan Hong Yee	<ul style="list-style-type: none"> President Committee Member 	Doctor (Psychiatrist)	21/05/2019 15/05/2018 – 21/05/2019
Mr Kelvin Aw	<ul style="list-style-type: none"> Vice President President Vice President 	Lawyer	21/05/2019 12/05/2015 – 21/05/2019 16/05/2013 – 12/05/2015
Mr Tan Wei Liang	<ul style="list-style-type: none"> Hon Secretary Committee Member Hon Secretary Committee Member 	APAC Head of Derivatives Operations	16/05/2017 – 21/05/2019 10/05/2016 – 16/05/2017 10/05/2012 – 10/05/2016 19/05/2011 – 10/05/2012
Mr Law Teck Chong	<ul style="list-style-type: none"> Asst Hon Secretary Committee Member Hon Secretary Committee Member Asst Hon Secretary Hon Secretary Asst Hon Treasurer 	Agency Manager	21/05/2019 16/05/2017 – 21/05/2019 10/05/2016 – 16/05/2017 12/05/2015 – 10/05/2016 10/05/2012 – 12/05/2015 14/05/2009 – 10/05/2012 12/05/2005 – 14/05/2009
Mr Kuan Hing Leong	<ul style="list-style-type: none"> Hon Treasurer Asst Hon Treasurer Hon Treasurer 	Financial Planning and Analysis Manager	16/05/2017 – 21/05/2019 16/05/2013 – 16/05/2017 14/05/2009 – 16/05/2013
Mr Jaryl Goh	<ul style="list-style-type: none"> Asst Hon Treasurer Committee Member 	Finance	16/05/2017 – 21/05/2019 16/05/2013 – 16/05/2017
Dr Daniel Tan	<ul style="list-style-type: none"> Committee Member Vice-President President 	Doctor	21/05/2019 20/05/2015 – 21/05/2019 19/05/2011 – 20/05/2015
Mr Derek Tay	<ul style="list-style-type: none"> Committee Member Hon Treasurer Asst Hon Treasurer Hon Treasurer 	Regional Business Controller	16/05/2017 – 21/05/2019 16/05/2013 – 16/05/2017 14/05/2009 – 16/05/2013 12/05/2005 – 14/05/2009

Banker	Auditor	Legal Adviser
DBS Bank Ltd	Tan, Chan & Partners	Kishan & V Suria Partnership

The Board members who have served more than 10 consecutive years are passionate towards CWA's cause. Acting as a mentor to other Board members, they have shared their guidance and experience.

They are true assets and CWA is glad to have them on the Board. The Board will continue to look for new people with varying backgrounds and expertise who are suitable to join the Board.

Board Meeting Attendance

During the year, there were 5 Board meetings held and the attendance is as follows:

Board Members	Attendance
Dr Tan Hong Yee	4/5
Mr Kelvin Aw	5/5
Mr Tan Wei Liang	3/5
Mr Law Teck Chong	2/5
Mr Kuan Hing Leong	3/5
Mr Jaryl Goh	4/5
Dr Daniel Tan	2/5
Mr Derek Tay	4/5
Mr Tan Hiap Hong (co-opted)	3/5
Dr Tan Jit Seng (co-opted)	4/5
Mr Thong Kok Wing (co-opted)	1/5

The Caregiving Welfare Association (CWA) was established with the mission to improve the quality of life of the elderly through the provision of dependable direct services, and by nurturing a generation of responsible and knowledgeable caregivers.

In light of the increasingly ageing population, CWA is expanding its scope and emphasis on direct eldercare services to help seniors age better, while continuing to focus on providing support to caregivers.

CWA is a non-profit Voluntary Welfare Organisation (VWO) registered with Registry of Societies, an Institute of Public Character (IPC) by Ministry of Social and Family Development (MSF) and a Member of the National Council of Social Service.

We envision the Organisation to be a leading agency in providing quality caregiving for the elderly through services that enable more seniors to maintain their independence.

We depend on public contributions and support to fuel our efforts to provide timely assistance to the elderly, while also offering various services to caregivers.

These services include *Elderly Healthcare Assistance, Welfare and Social Support and Education & Awareness*.

It is only with societal support and awareness that the load of caregivers can be lightened so that many more elderly are able to lead meaningful and quality lives in the community.

Vision

CWA envisions being a leading agency in caregiving for the elderly through services that enable more elders to maintain their independence.

Mission

To improve the quality of life of the elderly through dependable direct care services, and to inculcate a generation of responsible and knowledgeable caregivers.

Philosophy

Seniors should be able to live life to the fullest and enjoy an optimum quality of life.

Objectives

To co-ordinate the provision of community-based support services enabling the elderly and their caregivers to lead meaningful and quality lives.

Policies

Finance & Funding

CWA is a self-funded Voluntary Welfare Organisation depending mainly on the community for support and funding (including government grants). Clients who are eligible through means testing will be charged based on a sliding scale. CWA takes the position that no one will be denied support because of an inability to pay.

Governance

The Association has complied with all applicable guidelines of the Code of Governance Evaluation Checklist for Institutions of a Public Character (IPCs) and large charities.

Donor Confidentiality

CWA will maintain a high level of confidentiality with respect to donor information. Information will only be divulged if a mutual agreement is set out between CWA and the donor.

Reserves Policy

CWA will hold a reserve of at least 12 months of operating costs. This is to ensure that we will be able to continue to operate if anything should happen to threaten our income stream. Our reserves will be reviewed by the Board on a regular basis to ensure that they are adequate to fulfil our obligations.

Conflict of Interest

CWA has put in place a Conflict of Interest Policy for Board members and paid key staff to declare actual or potential conflicts of interest at the earliest opportunity. Where a conflict of interest arises at a Board meeting, the affected member(s) would abstain from voting, discussions and the decision-making process on the matter, and would also offer to withdraw from the meeting.

Whistle-blowing Policy

CWA has in place a whistle-blowing policy to provide an avenue for employees and others to make good faith reports of suspected fraud, misappropriation, corruption, or health and safety concerns or other matters within the charity.

President's Report

The past year has been a fulfilling and promising year for CWA. It has seen us undergo continuous improvement to not only offer greater support to our caregivers but, more importantly, enhance the quality of life for our seniors through a series of exciting ongoing programmes and initiatives.

Besides improving our existing services, we have also focused on expanding our reach so as to benefit more seniors and their caregivers. With the generous support of corporations and educational institutions, we were able to organise many social activities that were well received by our seniors and their caregivers.

As mentioned in Annual Report 2018, CWA is planning to expand not only to extend our on-going programmes and services, but also to introduce client-centric services to meet the social demands of a fast ageing population, and growing challenges of family caregivers. On this note, I am delighted to share that CWA has acquired a space next to our current premise located at Ghim Moh from HDB, with the support of the Ministry of Health and Advisor of Holland-Bukit Timah GRC and Member of Parliament Mr Christopher de Souza. We hope that with this new physical space, it will be able to support our expanded services and programmes so that many more caregivers and their elderly loved ones can continue to benefit from our work.

Meanwhile, our CWA Caregivers' Sanctuary located at NUH Medical Centre has continued to benefit the patients and family caregivers seeking home personal care and caregiver support services. With this one-stop service in care planning and arrangement, we provide seniors with a seamless transition from integrated hospital care to home care. More importantly, with this facility, we offer holistic support and assistance to our clients and their families at a location convenient to them.

At CWA, our mission is to provide caregivers with the support and resources they need to help them in their caregiving roles. It is for this reason that we have always taken pride in organising our ever-popular Annual Caregivers' Week campaign since its inception in 2016, and this year was no exception. Held in November with the theme "Finding Solace in Caregiving", the week-long event focused on fostering self-care for caregivers while highlighting the mental and physical exhaustion that caregivers face.

Other than a Public Symposium on "Caregivers' Challenges and Well-being", we also conducted several roadshows and mobile exhibitions at Fusionopolis (JTC Corporation) and the National University Hospital (NUH) premises to raise public awareness and support for caregivers. In addition, we conducted three workshops aimed at helping caregivers alleviate stress and better manage their guilt and frustration. And to recognise and celebrate the spirit of caregiving, CWA also organised a special Caregivers' Appreciation Luncheon.

We are extremely grateful to JTC for being the venue sponsor for Fusionopolis and Matrix Theatre where our Public Symposium and mobile exhibitions were held respectively. Our thanks also go to NUH for granting us the NUH Lobby B for our roadshow.

Our Supporters

As a non-profit Voluntary Welfare Organisation, CWA relies on the kindness and generosity of the public and companies to support what we do. And we would like to register our utmost gratitude to all our sponsors, donors, corporate partners, educational institutions and individual well-wishers for supporting our cause throughout the year. Special thanks go to the Lee Foundation and Tan Chin Tuan Foundation for their unwavering support throughout the years.

We are also extremely humbled and grateful that CWA was selected as the beneficiary of the Funan Project Completion Charity Dinner organised by Woh Hup. This is the second time that Woh Hup has generously supported CWA and we are especially thankful. Our gratitude also goes out to the many kind donors who have contributed towards this Charity Dinner.

In addition, we are pleased that CWA was selected as one of the beneficiaries for the President's Challenge 2019, during which Adam Road Presbyterian Church (ARPC) has once again made a donation to CWA in support of the President's Challenge. A big thank you to ARPC for the generous gesture.

Not forgetting, Energy Market Authority (EMA), who has adopted CWA since 2016.

Last but not least, we would like to express our thanks to the many funding agencies for their generous contributions and firm support towards the work that we do.

Looking Ahead

As we move towards another year of achievement, I would like to pay tribute once again to our wonderful supporters and funding agencies who have journeyed with us in making this another successful year for CWA.

Moving forward, we will continue to focus on offering even greater support and resources to our seniors and caregivers. It is with great pride that I announce our new programme that is in the pipeline for the coming year: the Community Outreach Programme.

A new initiative by CWA, the Community Outreach Programme aims to enable our seniors to remain healthy, safe, and independent by providing them with the help and support they need to age gracefully in the community. This Programme will be carried out through regular home visitation to identify isolated and vulnerable seniors and encouraging them to be socially engaged through the activities provided at CWA Centre. Meanwhile, CWA will also support caregivers' needs and provide them with respite from their caregiving duties.

I would like to take this opportunity to recognise the many contributions and achievements of Mr Kelvin Aw. Having held the position as President of CWA for the past four years, he has led CWA to greater heights during his term of office and I am elated to announce that he will continue to champion our cause in his new capacity as Vice President of the Board.

As I mark my first year as the President of CWA, I am most thankful to my Board colleagues for their guidance, invaluable advice and, particularly, for their selfless contributions to CWA. On behalf of the Board, I would also like to express our sincere gratitude to our staff for their hard work and dedication. To all our volunteers, our sincere appreciation for their time, contributions and efforts in helping CWA throughout the year.

We have much to look forward to in the coming year, and I am eagerly awaiting the fruition of our planned pathway towards providing our seniors and caregivers a place they can count on for support and resources.

More details on our year of activities can be found in the ensuing page.



Dr Tan Hong Yee
President

Review of Year 2019

Staffing

As of 31 December 2019, the staff strength is as follows:

Executive Director	1
Senior Social Worker, Community Services and Outreach	1
Executive, Community Services and Outreach (Social Worker and Counsellor)	2
Community Nurse	1
Assistant Manager, Marketing and Donor Management	1
Accounts Executive (Part-time)	1

Caregiving Welfare Association in 2019

The year 2019 was an exceptional year for CWA as we continued to push new boundaries with the aim of offering greater support to our seniors and their caregivers. Through various community events and initiatives, we were able to extend our services to make a difference in the lives of many families and their loved ones.

To better cater to the needs of our seniors, we streamed out a series of exciting programmes and new activities that would enhance their quality of living while helping them lead happy and fulfilling lives. Other than hosting our Mind-Able Programme, we also renewed our focus on our Home Personal Care service to offer holistic support and assistance to our homebound seniors and their families.

On the caregiver front, we continued to provide information, advice and support through support groups and various talks and workshops.

Thanks to the generosity and selfless contributions of the volunteers from various corporations and educational institutions, we were able to provide the various programmes and services benefitting the seniors and caregivers under our care.

Elderly Wellness and Social Support

At CWA, we believe that our seniors should enjoy their golden years to the fullest. That's why the goal of our Welfare and Social Support programme is to provide our seniors with a strong social support network that reduces social isolation and increases social interaction. To achieve this, we hosted a range of fun-filled activities and programmes spanning different interests at the CWA Drop-in Centre. We also continued to provide support, services and resources to caregivers and their loved ones to meet their specific needs.

CWA YEAR IN REVIEW

It was a fruitful and exciting 2019 for CWA! Thanks to the support of our sponsors, volunteers and staff, we managed to make a huge difference to the lives of our seniors and caregivers.



6

**SOCIAL SUPPORT
ACTIVITIES**



11

**INFORMATIVE
TALKS &
WORKSHOPS**

CWA DROP-IN CENTRE



901

seniors benefited from the programmes, talks and workshops.

210

seniors received
food rations

30

families received adult
diapers and under pads

**FOOD RATIONING
PROGRAMME**

MIND-ABLE PROGRAMME

75

seniors attended the sessions conducted for cognitively healthy seniors and those suffering from or at risk of dementia

CAREGIVER SUPPORT GROUP

116

caregivers benefitted from the sessions

Besides initiatives focused on elderly wellness and social support, we also conducted social activities that were very well received by our seniors.

Our seniors also had a fun time making various handicrafts under the guidance of a volunteer arts and crafts trainer.



CWA Centre for Seniors

Social interaction is integral to the quality care we provide. As such, we regularly organise programmes, talks and workshops at our CWA Drop-in Centre so our seniors can connect with their peers while participating in meaningful social activities. In this way, we not only provide our seniors with the opportunity to make new friends and increase their social circles but also enable our caregivers to enjoy a break from their duties. Besides communal activities, we also continued to offer mental health screenings. In 2019, we welcomed a total of 901 seniors at our Drop-in Centre.

Food Rationing Programme

CWA's food rationing programme helps families by providing them with food rations and other necessities to support their daily basic needs. In 2019, over 210 seniors received food items and 30 families received adult diapers and under pads. We would like to thank our numerous kind donors for making this programme possible. In particular, a special thank you to the Boys' Brigade for their kind generosity.

Eldersitter Programme

Our Eldersitter Programme aims to enrich the lives of our seniors by giving them the opportunity to befriend and interact with various members of the community. We are extremely grateful to the NUS Science Club students who have volunteered their time to conduct home visits to interact, spend time and play cognitive games with the seniors.

CWA also conducted five workshops for the NUS Science Club student volunteers as part of the Eldersitter Programme. This enabled us to equip the volunteers with specific skillsets to better engage the seniors in their home.

Health Screening

Conducted in-house by our Community Nurse, our health screenings provide our seniors with the care and services they need to maintain a healthy lifestyle. Besides blood pressure monitoring and urine tests, we also offer health advice. Last year, we provided five seniors with free health screenings at CWA.

Community Mental Health Programme

Mind-Able Programme

With the launch of the Mind-Able Programme in April 2017, we have been helping cognitively healthy seniors and those at risk of, or diagnosed with, mild dementia to improve their quality of life. Since then, the Programme has helped many seniors improve their cognitive well-being and foster better and stronger relationships with their loved ones and the community.

In 2019, we conducted a total of nine sessions for cognitively healthy seniors and those suffering from or at risk of dementia. Besides mind-stimulating games and reminiscence, we also conducted physical exercises to keep our seniors healthy in both mind and body. In all, 75 seniors benefitted from our Mind-Able Programme.

Home Personal Care (HPC) Services

With Singapore's ageing population, the number of seniors with support needs in the community will continue to grow. This, in turn, will lead to an increase in the number of family caregivers who need, or choose, to care. The question is: how can we prepare for the challenges ahead?

With this in mind, CWA established its Home Personal Care service in 2017 not only to provide home care to homebound seniors, but also to serve as a relief to family caregivers from their caregiving role.

Driven by Community Nurses and a team of dedicated and well-trained Community Caregivers, the HPC service aids homebound seniors in the Activities of Daily Living, such as personal hygiene, feeding, toileting, transferring, etc.

Last year, CWA provided the HPC service to 50 homebound seniors out of the 57 cases referred to us from various referral sources such as AIC, VWOs, hospitals and self-referred. Most of them required long-term home care (as they are either living alone, living with another senior (spousal) or their family caregivers are at work) and needed assistance in their Activities of Daily Living (ADLs).

As for the other seven cases, the clients withdrew either due to re-admission to hospitals with acute medical condition(s), their families preferred to hire domestic helpers or have other resources, or have passed on.

The number of HPC service hours provided to each homebound senior is very much dependent on the needs of the seniors.

With the belief that institutional care should be the very last resort, our goal is to offer adequate support in the community so as to enable homebound seniors to age in place, and for family caregivers to be well supported in their journey of caregiving.

Social Activities & Festive Celebrations CALENDAR



Year of the Pig

To usher in the Lunar New Year, EMA staff hosted a special festive celebration for 22 seniors.



Lunar New Year Celebrations
with NUS Science Club students.
Held at the void deck of Ghim Moh Blk 3, 34 seniors spent a fun time enjoying the festivities.



ALIVE! with NUS

To promote inter-generational bonding, 25 of our seniors spent a memorable afternoon with NUS Science Club students.



National Museum Visit

24 of our seniors were invited for a walk back in time at our nation's oldest museum.



Visit to Changi Jewel

Along with Pei Tong Primary School students and teachers, 19 seniors spent a day exploring the new Changi Jewel.



CAG Christmas Party

CAG organised a jolly Yuletide party for 24 for our seniors.

Social Activities & Festive Celebrations

Handicraft Sessions

Our seniors have always enjoyed our regular art and craft sessions. Under the guidance of a volunteer arts and crafts trainer, our seniors and their caregivers had a great time learning new skills and working on various handicrafts such as beading, teddy bear making, sewing of coin and key pouches, etc.

Lunar New Year Celebrations

28 January and 26 February 2019

It was a festive Lunar New Year of the Pig for our seniors when they were treated to not one, but two, different celebrations by EMA and the National University of Singapore (NUS) Science Club students.

Kickstarting the festivities was a special Chinese New Year celebration organised by 25 staff volunteers from EMA. Held at CWA's HQ, the event saw 22 seniors having a great time playing a variety of games and interacting with each other. To add to the festive atmosphere, our seniors also participated in a sing-along of popular festive songs. And in true Chinese New Year tradition, attendees sat down to a sumptuous buffet lunch and were given goodie bags filled with delicious traditional treats.

The following month, another 34 of our seniors were invited to usher in a prosperous Lunar New Year with NUS Science Club students. The event, which was held at the void deck of Ghim Moh Blk 3, was extremely well-received. Besides playing games with the seniors, the 35 student volunteers also conducted a singing session of Chinese New Year songs, which was a great hit with attendees. But the highlight of the event was the appearance of the God of Fortune mascot. To end the celebration on a high note, our seniors received goodie bags and participated in the traditional 'Lo Hei' for good luck, good health and prosperity.

NUS (ALIVE) Project

7 June 2019

An acronym that stands for Appreciating Lives, Initiating Volunteerism Everyday, the annual NUS (ALIVE) Project aims to bridge the gap between the young and old through meaningful activities that foster inter-generational bonding. In the spirit of bringing joy to our seniors, student volunteers from the NUS Science Club invited 25 of our seniors to the NUS Campus for a day of fun. Besides participating in mind-stimulating games, attendees also had a great time working on various handicrafts with children. As the day wound to an end, our seniors joined in a special lucky draw before walking away with individual goodie bags.

National Museum Visit

11 July 2019

As the nation's oldest museum, the National Museum of Singapore is an integral part of our history. As a special treat, student volunteers from Hwa Chong Institution brought our seniors on a trip back in time at the National Museum. Twenty-four seniors had a great day walking along the hallowed halls of the grand institute as they admired the various artifacts on display. In all, it was an unforgettable experience for our seniors.

Visit to Changi Jewel

13 September 2019

Since the opening of Changi Jewel, it has enthralled locals and visitors alike. That's why when 60 student and 30 teacher volunteers from Pei Tong Primary School invited 19 of our seniors on a visit to Changi Jewel, they were elated. Participants spent the day exploring the many shops and admiring the majestic Rain Vortex before heading back to Pei Tong Primary School for a sumptuous lunch at its canteen and taking home a goodie bag and red packet each.

Changi Airport Group Christmas Party

20 December 2019

Twas' a very merry Christmas for 24 of our seniors who were invited for a fun Yuletide celebration by staff from Changi Airport Group. Attendees had a jolly good time playing BINGO before sitting down to a hearty lunch buffet. In the true spirit of Christmas, each senior was also given a bag of food items and a trolley bag.

CWA CAREGIVERS' WEEK 2019



1 to 8 November 2019

In November 2019, we held our ever-popular annual Caregivers' Week. With the theme "Finding Solace in Caregiving", CWA further emphasised the need for caregiver self-care while highlighting the mental and physical exhaustion that caregivers face. We achieved this through a series of activities, which were held over the week-long campaign.



Caregivers' week roadshows

To increase public awareness on caregiving issues, we held roadshows at Fusionopolis Atrium and the National University Hospital (NUH) premises. Thanks to JTC and NUH for being the venue sponsors.



Public Symposium on 'Caregivers' Challenges & Well-being'

To kickstart Caregivers' Week, we organised the Public Symposium on 'Caregivers' Challenges and Well-Being' to address the very real issue of caregiver burnout. A total of 168 (full capacity) participants attended.



Caregiver workshops

Organised specially for our caregivers, these fun workshops saw attendees participating in various activities focused on different aspects of mental, physical and emotional well-being. A total of 37 caregivers and seniors benefitted from the workshops.



How to engage seniors in cognitive stimulating activities

Targeted at caregivers and seniors, this unique workshop had participants engaging in a series of fun activities designed to stimulate cognitive function. In all, 16 seniors and their caregivers benefitted from the workshop.

Special thanks to all our sponsors and supporters for making Caregivers' Week possible!

Caregivers' Week

1 to 8 November 2019

Caregivers' Week has always been one of the most anticipated events and last year was no exception. Running from 1 to 8 November 2019 with the theme "Finding Solace in Caregiving", the week-long campaign centred around self-care for caregivers while highlighting the mental and physical exhaustion that caregivers face. Through a series of activities, roadshows and workshops, the event saw more than 250 elderly and caregivers coming together in a strong show of support for the hard work, dedication and stress that caregivers experience daily. Special thanks to all our sponsors and supporters for making Caregivers' Week possible.

Fusionopolis & NUH Roadshows

4 to 8 November & 18 to 22 November 2019

To kickstart and drive awareness around Caregivers' Week, CWA conducted two roadshows at Fusionopolis Atrium and the National University Hospital (NUH) premises.

At CWA, we are constantly seeking to raise awareness on the importance of caregivers in our community and highlight the challenges they face. Through these events, we hope to strengthen public support and appreciation for caregivers. We are grateful to JTC and NUH for being the venue sponsors.

As part of our week-long celebrations, we also organised the following activities:

Public Symposium on "Caregivers' Challenges & Well-Being"

2 November 2019

Every year, the highlight of Caregivers' Week is our Public Symposium. In hosting the event, we hope that families and friends of caregivers can have a better understanding of the roles and responsibilities that caregivers have and the pressures they face. With a focus on Caregivers' Challenges & Well-Being, we address the very real issue of caregiver burnout while shining a spotlight on the mental, emotional and physical toll of caregiving. As the journey of caregiving can be tough and tiring, it is crucial that we do not overlook or neglect the psychological well-being of caregivers. By organising activities such as the Public Symposium and caregivers' workshops, our goal is to give our caregivers all the help and support they need to fulfil their roles happily and healthily. And in doing so, improve the quality of life for both the caregivers and those they care for.

We are thrilled to report that the Public Symposium saw 168 participants (full capacity) in attendance and was extremely well-received.

Programme highlights at a glance:

Topic	Speakers
Dealing with Caregiving Challenges	Ms Janet Phang Clinical Psychologist, Mind Care Therapy Suites, Farrer Park Medical Centre
Diet and Nutrition: Smart Food Choices	Ms Chng Pey Ling Senior Dietician, Tan Tock Seng Hospital
Discovering Strength and Overcoming Guilt of Self-Appraisal	Mr Udhia Kumar Social Worker
Panel Discussion: Dealing with Emotions Arising from Caregiving	Moderator: Ms Maureen Fung Social Worker and Educator

Overview of Workshops

Date	Talks/Workshop	Venue	No. of Participants
01/11/2019	Mental Wellness Workshop A - Mindfulness: Towards a Better Sleep	Symbiosis	19
01/11/2019	Mental Wellness Workshop B - Pain Management with Aromatherapy and Acupressure	Symbiosis	18
02/11/2019	Public Symposium on “Caregivers Challenges and Well-Being”	Matrix	168
04/11/2019	How to Engage Seniors in Cognitive Stimulating Activities	CWA HQ	16

Workshop A: Mindfulness: Towards Better Sleep

1 November 2019

Organised exclusively for the caregivers, this workshop saw attendees learning about sleep hygiene, tips and mindfulness practices for better sleep. Through these activities, participants picked up useful skills and knowledge for their caregiving duties and how to enhance their own mental well-being.

Conducted by Ms Dawn Sim, Mindfulness Practitioner, a total of 19 caregivers benefited from the workshop.

Workshop B: Pain Management with Aromatherapy & Acupressure

1 November 2019

There is no better way to find your sweet spot by learning how to deal with pain by pairing Aromatherapy and Acupressure. Under the guidance of a professional aromatherapist, Ms Adeline Lim, participants embarked on a sensory journey that saw them developing a deeper, more empowering perspective on pain management using simple tools that are part of daily use.

Seen as an overall holistic treatment for optimum health, the use of Acupressure and Aromatherapy is a non-invasive combination, which can bring about a sense of calm and balance to individuals' wellbeing. By using specific essential oils on certain acupressure points, attendees employed the effective action of touch and the plants' therapeutic properties to assist in their restorative process. The workshop was well attended by 18 caregivers and seniors.

How to Engage Seniors in Cognitive Stimulating Activities

4 November 2019

Targeted at caregivers and seniors, this fun workshop saw participants coming together to discover the different kinds of cognitive stimulating activities. Occupational Therapist Ms Dorene Low, led the session by sharing tips on getting the seniors involved while ensuring they had an enjoyable time. Activities included “Move your body, Stimulate your brain”, where participants got their share of physical exercise through dancing while harnessing the positive effects of music through memory stimulation, mood moderation and social interaction. Attendees also tried their hand at stone painting, which helps to reduce anxiety and exercise the brain. In all, 16 seniors and their caregivers benefitted from the workshop.

Welfare Support

Home Nursing Care

Our long-term goal to improve the quality of life for the elderly is supported by CWA's Community Nurses who visit our clients at home to perform basic nursing procedures such as wound management, tube changing, insulin injection as and when required by the seniors.

Caregiver Support Programmes

Information and Referral

New caregivers are often unsure or unaware of the community resources that are available to them. That is why our CWA Information and Referral service provides caregivers and the public with information on the community resources available for their needs and how they can tap on them. Depending on their requirements, we assist caregivers in finding the products and services they need including three-crank beds, walking frames, home therapy, financial assistance and more. Last year, CWA helped a total of 285 caregivers to discover community resources that meet their needs.

Case Management and Counselling

CWA supports the psychosocial needs of caregivers by providing case management and counselling services for our seniors and their caregivers, both online and in person. Besides addressing the psychological and emotional well-being of clients in need, we also provide caregivers with useful information, resources and coping skills needed to manage their caregiving role. This may include end-to-end care plans from CWA's allied health team. In 2019, we helped 195 clients cope with their caregiving issues.

Caregiver Support Group

a) Art Therapy

Our Caregiver Support Group is facilitated by a qualified psycho-art therapist. Each session is focused on addressing an aspect of mental well-being, such as emotional education and self-reflection as well as psychological, social and existential aspects. The caregivers are then invited for discussions and their insights are presented in the form of psychoeducation and self-reflection. Caregivers also share their personal struggles, thoughts and feelings through art.

b) Mindfulness Practice

In 2019, CWA started another Caregiver Support Group session focused on Mindfulness. It is conducted by a qualified Mindfulness Practitioner.

If caregivers feel burnout from caregiving, they are certainly not alone. "Caregiver stress" is now a medically recognised term. Mindfulness, the practice of being aware of the present moment; encourages one to observe their thoughts and behaviours with less reactivity and judgement, enabling caregivers to respond better to emotional and physical difficulties they encounter. The sessions include awareness of breath, loving kindness meditation, etc.

Daily mindfulness practice helps caregivers perform their duties without becoming overburdened with stress. This transforms the caregiving experience to benefit the caregiver as well as the care recipient. In all, the caregivers enjoyed the sessions and applied the mindfulness practice at home.

With the additional Mindfulness Practice sessions, a total of 116 caregivers benefitted last year. As recommended by both our Mental Health Professionals, for maximum effect, each session normally has a small group of not more than 10 caregivers.

Education and Awareness

In 2019, CWA conducted the following talks and presentations, details of which follows:

Date	Name of Event	Topic/Activity	Organisation	No. of Participants
8/2/2019	SGH Networking and Sharing session	Exploring the possibilities of future collaboration	SGH Allied Health Professionals and SGH Staff	20
28/2/2019	Flag Day Presentation	Sharing session on CWA's services and programmes	CHIJ St Theresa's Convent School	730
21/3/2019	NUS Elder-sitter programme	Elder-sitter Programme	NUS Science Clubs	6
23/5/2019	Energy Market Authority (EMA) Lunch Talk	Activating Happiness - Enhancing positive emotions in Caregiving by Dr Tan Hong Yee, President of CWA	EMA Volunteers	23
24/5/2019	ALIVE (NUS) Educational Workshop	ALIVE event	NUS Science Club Students	20
7/8/2019	Sharing session with NKF Community Care Team	Sharing session on CWA's services and programmes	NKF Staff	2
			Total	801

Community Outreach and Roadshows

During the year, CWA organised four roadshows to promote our programmes and services. The events were also used for recruitment of Community Caregivers (CCGs) for our Home Personal Care (HPC) Service. The Roadshows were held at the following venues:

- National University Hospital Lobby B
- Nee Soon East Community Club
- Bedok Community Centre

Other than the above Roadshows, CWA was invited to set up a booth at the Silver Bonding and Green Living Carnival organised by Ulu Pandan CC held at Blk 33A Pavilion Ghim Moh Link.

Intergenerational Programmes

CWA regularly hosts events that encourage intergenerational interaction and create awareness on the importance of appreciating and supporting our seniors. With this in mind, we organised several such events last year with a number of institutions such as NUS, Pei Tong Primary School and Hwa Chong Institution. Thanks to the efforts of these inspirational student volunteers, our seniors participated in many fun-filled activities such as handicraft sessions, sing-alongs, games and buffet lunches.

Fundraising Events

Every year, we receive strong support from corporate sponsors, institutions and individual donors. It is this generosity that has enabled us to sustain our services to help improve the lives of the seniors and their caregivers. With the aim of expanding the initiatives we offer, we organised the following fundraising events in the year.

Joint Flag Day 2019

Our Joint Flag day has been an annual affair for many years and 2019 was no exception. On 16 February 2019, student volunteers once again contributed their time and efforts in helping in the street collection. Our thanks to Gan Eng Seng School teachers and Dragon Scout Group for helping us with the Flag Day logistics year after year.

Recycle Fundraising Project

CWA continued to work in partnership with local recycling companies to collect old newspapers and clothing from residents in various HDB estates. The funds raised were channeled to the various services and programmes provided to the community.

Energy Market Authority (EMA)

Being an adopted charity of EMA, earlier in the year, EMA organised a special Lunar New Year celebration for our seniors and caregivers. Every year, EMA also raises funds for CWA through its Annual Dinner and Dance to help sustain our on-going programmes and services.

President's Challenge 2019

ARPC Let's Carnival

CWA is honoured to have been selected as one of the beneficiaries for the President's Challenge 2019. In support of the President's Challenge 2019, Adam Road Presbyterian Church (ARPC) organised a "ARPC Let's Carnival" at Kuo Chuan Presbyterian Secondary School on 3 August 2019. President Halimah Yacob was invited as the Guest-of-Honour to grace the occasion.

The carnival saw CWA's beneficiaries (seniors and caregivers) coming together alongside CWA's President Dr Tan Hong Yee, staff and volunteers to celebrate this meaningful occasion.

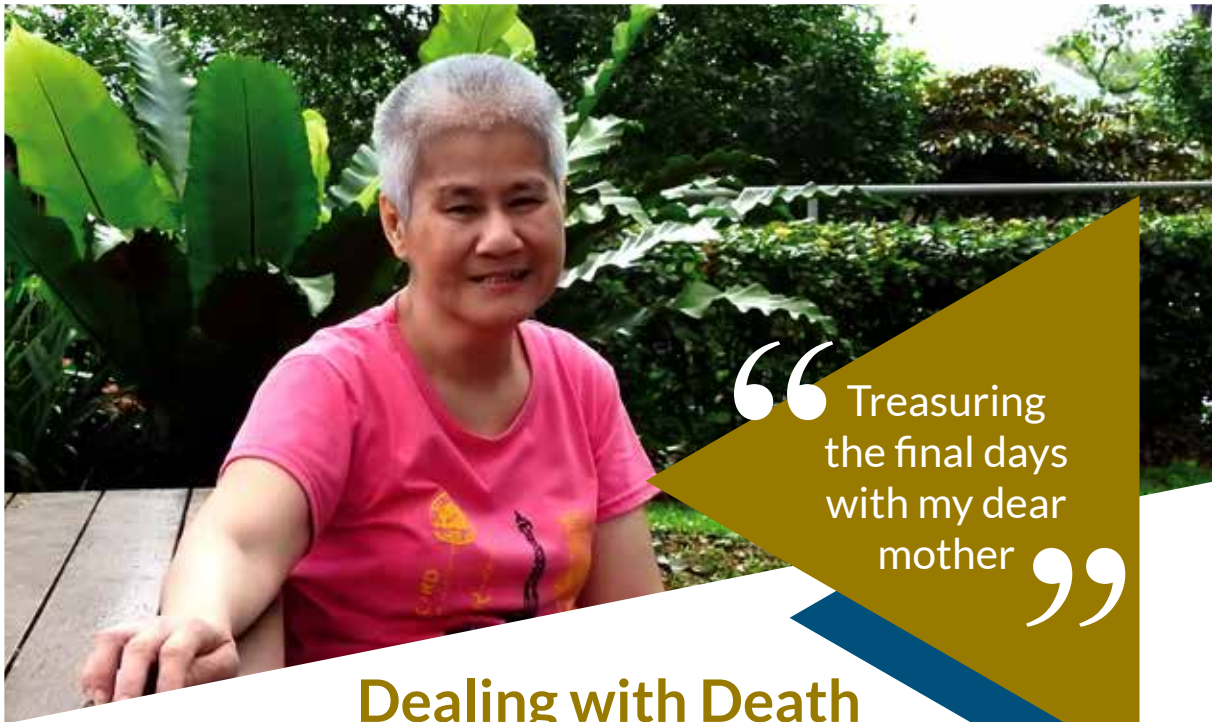
CWA would like to extend a big thank you to ARPC for the support and generous donation.

Charity Bazaar

Themed West Meets East, this Charity Bazaar was organised by the Inland Revenue Authority of Singapore (IRAS) on 18 October 2019 as part of the fundraising events for the President's Challenge 2019.

As one of the beneficiaries of the President's Challenge 2019, CWA was invited to set up a Charity Bazaar Booth at the event to raise funds through the sale of handicraft items made by the seniors at CWA Centre.

Caregiver Story



Dealing with Death

My mother is dying soon.

In November 2018, she was diagnosed with colon cancer and was given a four-month prognosis.

But my mother is my world.

I have been caring for her for the past five years. In 2015, I gave up my job as a production operator to become a full-time caregiver to her after she fell down at home. Caring for my mother was tough, especially when I struggled with my own health problems. In 2016, I started experiencing abnormal heart rhythms and had trouble breathing. However, I delayed my doctor's appointment because I did not want to leave my mother alone at home. In fact, I found that I could not stop worrying about my mother and was later referred to a psychiatrist and diagnosed with anxiety. When I finally sought treatment for my heart problems, I had to go through four operations due to complications caused by delay in seeking treatment. I still recall the doctor chiding me for neglecting my health.

But my mother is my world.

Even after my surgery, I had to support my mother around the house as her spine degenerated. This made me breathless and I sought assistance from the Home Personal Care service by Caregiving Welfare Association (CWA) for light housekeeping and companionship for my mother. The support from CWA gave me more time to rest and to pursue my hobbies while counselling sessions also helped me to cope with my negative emotions.

After she was diagnosed with cancer, my mother was hospitalised and warded at St Luke's Hospital (palliative care). Although the thought of my mother's time being almost up scared me, the support provided by the hospital helped me to come to terms with her impending death. The medical team provided constant advice and encouragement while keeping my mother company and ensuring that she was comfortable. Furthermore, the church services organised by the hospital allowed my mother and I to find peace while sharing quality time together.

Eventually, I accepted that no one could escape death and learnt to be more open-minded and positive. I knew that I had done my best in caring for my mother and found comfort in knowing that I will see her in heaven someday where she will no longer be in pain. Furthermore, I realised that caregiving was a challenging task and learnt to be kinder to myself. Together, we took one day at a time and cherished every special moment together, like her 89th birthday celebration. I also made sure to take many pictures of her so I could look at them when I missed her.

When my mother passed away, I felt lost. Parting with her was painful, but I was optimistic for the future. I managed to have a well-deserved rest and begin exercising more. I started travelling with my friends and I look forward to joining the workforce again. Life went on eventually, but my mother will always be in my heart.

Because my mother is my world.

CWA 2019 in Pictures



Mind-Able Programme – Physical Exercise



Handicraft session for seniors



Lunar New Year Celebration Sing-along with EMA volunteers



Celebrating Lunar New Year with handwritten "Chun Lian" by the seniors together with the student volunteers from NUS Science Club



Lunar New Year Lantern Making with Hong Pao packets with NUS Science Club student volunteers



NUS Alive! - Intergenerational Interaction using art



Eldersitter Programme Briefing for NUS Science Club volunteer students by CWA



A visit to National Museum with Hwa Chong Institution student volunteers



Seniors touring Changi Airport Jewel organised by Pei Tong Primary School



Hand in hand with a Pei Tong Primary School student volunteer watching the Changi Airport Jewel Waterfall Fountain



Caregivers' Week 2019 - Caregivers' Awareness Roadshow at Fusionopolis



Caregivers' Week 2019 – Public Symposium on “Caregivers’ Challenges and Well-Being” – Welcome Address by Dr Tan Hong Yee, President of CWA



Caregivers' Week 2019 - Public Symposium on “Caregivers’ Challenges and Well-Being” – Speaker Ms Janet Phang, Clinical Psychologist sharing on “Dealing with Caregiving Challenges”



Caregivers' Week 2019 – Workshop on “How to Engage Seniors in Cognitive Stimulating Activities” conducted by Ms Dorene Low, Occupational Therapist



Caregivers' Week 2019 – Workshop on “Mindfulness: Towards Better Sleep” conducted by Ms Dawn Sim, Mindfulness Practitioner



Caregivers' Week 2019 – CWA marks its first Appreciation Luncheon in recognition of caregivers



Caregivers' Week 2019 – Bingo! at the Appreciation Luncheon



Seniors celebrating Christmas with Changi Airport Group volunteers



Activating Happiness - Enhancing positive emotions in Caregiving by Dr Tan Hong Yee, President of CWA during a lunch time talk at EMA



CWA was invited to set up a booth at the Silver Bonding and Green Living organised by Ulu Pandan Community Club



Seniors were invited to the Adam Road Presbyterian Church (ARPC) to join in the "ARPC Let's Carnival". President Halimah Yacob was invited as the Guest-of-Honour to grace the occasion



IRAS organised this fundraising event in support of the President's Challenge 2019. CWA was invited to set up a booth to sell handicraft items made by the seniors and volunteers to raise funds for CWA



Celebrating Mid-Autumn with the seniors - Thumbs up for the delicious moon cakes

Future Plans and Commitments

Community Outreach Programme

With Singapore's ageing population, the number of seniors with support needs in the community will continue to grow. This, in turn, will lead to an increase in the number of family caregivers who need support. The question is: how can we prepare for the challenges ahead?

Helping Seniors to Remain Independent – At times, a little help for our seniors can go a long way in allowing them to remain independent in the community. It could be as simple as providing basic home care services, such as simple housekeeping, companionship and getting groceries or it could be so much more.

A new initiative by Caregiving Welfare Association (CWA), the Community Outreach Programme will serve a two-fold purpose:

1. An environmental scan to explore the possible presence of service gaps and identify isolated / vulnerable seniors as well as caregivers who need support.
2. Home visitation to provide an effective mechanism to ensure on-going health and social support for both seniors and caregivers.

As part of the initiative, the Community Outreach Programme team will conduct home visits (door-to-door) to identify any presenting issues and difficulties faced by the seniors and the caregivers. The CWA team (Allied Health Professionals and Community Nurse) will then be activated to meet with the seniors – often with their caregivers – in their homes to identify their specific needs. The team will also connect seniors with a combination of resources provided by CWA suited to their specific needs. Support is on-going as the team will monitor and offer various resources to meet the changing needs.

Services Available for Seniors

The Community Outreach Programme can help seniors in the following areas:

- Case Management
- Counselling
- Engagement in social activities
- Information and referral to appropriate resources
- Planning for future needs

The CWA team will also contact clients through phone, email or in person.

Support Available for Caregivers

While caregiving is rewarding, getting support is crucial in the long term. The Community Outreach Programme offers several ways to provide caregivers with the support they need to maintain their own life balance, health and well-being. This is achieved through the following conducted by the Allied Team:

- Caregiver Assessment
- Family meetings / facilitation
- Contact of clients through phone, email or in person
- Caregivers Support Groups
- Caregiver education, which consists of single sessions or a series covering topics such as resources, Lasting Power of Attorney (LPA), financial issues, family communication, etc.

Apart from the above services, the CWA team that is running this Programme will also make daily contact via phone to seniors who are under the Community Outreach Programme (isolated / vulnerable seniors) to ensure their safety and well-being.

Adopting a holistic approach to caregiving for seniors at home, CWA's Community Nurse will also conduct basic health checks during random visits to homes as a value-added service. If necessary, CWA will also extend its Home Personal Care service to seniors who may require home help services such as personal hygiene, simple house cleaning, etc.

Caregiving can be very demanding both physically and mentally and, at times, even take a toll on the health of caregivers. With the Community Outreach Programme, family caregivers can look forward to case management and counselling from our Allied team.

In doing so, the Programme will provide family caregivers with the much-needed psycho-emotional support. The objectives are as follows:

- Establishing the needs of seniors, especially those who are living alone
- Identifying caregivers that require support
- Encouraging seniors to engage in social activities organised by CWA
- Providing a holistic care plan for seniors to age in place
- Maintaining the quality of life for the seniors and, at the same time, empowering and enhancing the emotional and social well-being of the caregivers.

Desired Outcomes

Through the Community Outreach Programme, CWA hopes that our seniors will remain healthy, safe, and independent. Seniors can easily access the most appropriate combination of services provided by CWA to help them age well in the community.

Seniors who are physically frail or vulnerable will also benefit from this service as they are being monitored by CWA's dedicated trained Community Outreach team and the Allied team.

As for caregivers, they are not only connected with needs services and resources for their loved ones, but also given much-needed support and the respite they need from the burden of caregiving.

Financial Information

In 2019, we recorded a surplus of \$244,631, 64 percent more than that of 2018, where a surplus of \$149,068 was recorded. The overall financial position remains stable and within the parameters that would be expected of a small charity.

We are committed to improving the quality of life for our elderly and their caregivers. We look forward to addressing new challenges through our fundraising efforts as well as with support from Foundations, local corporations, institutions and individual donors.

CWA Premises: CWA does not hold any property. The present premises at Blk 3 Ghim Moh Road #01-294 is a rental unit from Ulu Pandan CC.

Vehicle: CWA does not own a vehicle.

Disclosure

- a. All the Board members did not receive any remuneration.
- b. Paid Staff Annual Remuneration Exceeding \$100,000: None of the paid staff are receiving remuneration that exceed \$100,000, in the bands of \$100,000.
- c. There is no paid staff who is a close family member belonging to the Executive Head or a Governing Board member of CWA who has received remuneration exceeding \$50,000 during the financial year.
- d. Governance Evaluation Checklist 2019

Please log in to www.charities.gov.sg for the full checklist.

AUDITED STATEMENT OF ACCOUNTS

The Statement of Accounts for financial year ended 31 December 2019 is in the ensuing pages (please see attached file).

Caregiving Welfare Association
(Unique Entity Number: T04SS0073G)
(Registered under the Societies Act, Chapter 311 and Charities Act, Chapter 37)

AUDITED FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019



26 Eng Hoon Street Singapore 169776
Tel: 6533 7393 Fax: 6533 6831
www.tanchan-cpa.com

Caregiving Welfare Association
(Unique Entity Number: T04SS0073G)

AUDITED FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019

Contents	Page
Statement by the Management Committee	1
Independent Auditor's Report	2 - 5
Statement of Financial Position	6
Statement of Financial Activities	7
Statement of Changes in Funds	8
Statement of Cash Flows	9
Notes to the Financial Statements	10 - 27

Caregiving Welfare Association

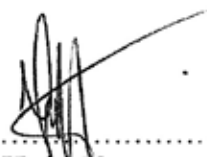
**STATEMENT BY THE MANAGEMENT COMMITTEE
For the Financial Year Ended 31 December 2019**


In the opinion of the Management Committee,

- (a) the financial statements of Caregiving Welfare Association (the “Association”) and the notes thereto are properly drawn up in accordance with the provisions of the Societies Act, Chapter 311 (the “Societies Act”), the Charities Act, Chapter 37 and other relevant regulations (the “Charities Act and Regulations”) and Financial Reporting Standards in Singapore (“FRSs”) so as to present fairly, in all material respects, the state of affairs of the Association as at 31 December 2019, and the results, changes in funds, and cash flows of the Association for the financial year ended on that date;
- (b) at the date of this statement, there are reasonable grounds to believe that the Association will be able to pay its debts as and when they fall due; and
- (c) the fund-raising appeal held during the financial year has been carried out in accordance with Regulation 6 of the Societies Regulations issued under the Societies Act and proper accounts and other records of the fund-raising appeal have been properly kept.

The Management Committee authorised the issue of these financial statements.

On behalf of the Management Committee:


.....
Dr Tan Hong Yee
President


.....
Kuan Hing Leong
Hon. Treasurer

Singapore

Date: 22 June 2020

INDEPENDENT AUDITOR'S REPORT

To the Members of
Caregiving Welfare Association
For the Financial Year Ended 31 December 2019

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of Caregiving Welfare Association (the "Association"), which comprise the statement of financial position of the Association as at 31 December 2019, the statement of financial activities, statement of changes in funds, and statement of cash flows of the Association for the financial year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements are properly drawn up in accordance with the provisions of the Societies Act, Chapter 311 (the "Societies Act"), the Charities Act, Chapter 37 and other relevant regulations (the "Charities Act and Regulations"), and Financial Reporting Standards in Singapore ("FRSs") so as to present fairly, in all material respects, the state of affairs of the Association as at 31 December 2019, and of the results, changes in funds, and cash flows of the Association for the financial year ended on that date.

Basis for Opinion

We conducted our audit in accordance with Singapore Standards on Auditing ("SSAs"). Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the Association in accordance with the Accounting and Corporate Regulatory Authority ("ACRA") Code of Professional Conduct and Ethics for Public Accountants and Accounting Entities ("ACRA Code") together with the ethical requirements that are relevant to our audit of the financial statements in Singapore, and we have fulfilled our other ethical responsibilities in accordance with these requirements and the ACRA Code. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Other Information

Management is responsible for the other information. The other information comprise the Statement by the Management Committee, but does not include financial statements and our auditor's report thereon.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

INDEPENDENT AUDITOR'S REPORT

**To the Members of
Caregiving Welfare Association
For the Financial Year Ended 31 December 2019**

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with the provisions of the Societies Act, the Charities Act and Regulations and FRSSs, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatements, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Association's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Association or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Association's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with SSAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with SSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

INDEPENDENT AUDITOR'S REPORT

**To the Members of
Caregiving Welfare Association
For the Financial Year Ended 31 December 2019**

Auditor's Responsibilities for the Audit of the Financial Statements (Cont'd)

As part of an audit in accordance with SSAs, we exercise professional judgement and maintain professional scepticism throughout the audit. We also: (cont'd)

- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the Association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Report on Other Legal and Regulatory Requirements

In our opinion:

- (a) the accounting and other records required to be kept by the Association have been properly kept in accordance with the provisions of the Societies Regulations enacted under the Societies Act, the Charities Act and Regulations.
- (b) The fund-raising appeal held during the period 1 January 2019 to 31 December 2019 has been carried out in accordance with Regulation 6 of the Societies Regulations issued under the Societies Act and proper accounts and other records of the fund-raising appeal have been properly kept.

During the course of our audit, nothing has come to our attention that causes us to believe that during the financial year:

- (a) the Association has not used the donation moneys in accordance with its objectives as required under Regulation 11 of the Charities (Institutions of a Public Character) Regulations; and
- (b) the Association has not complied with the requirements of Regulation 15 of the Charities (Institutions of a Public Character) Regulations.

INDEPENDENT AUDITOR'S REPORT

**To the Members of
Caregiving Welfare Association
For the Financial Year Ended 31 December 2019**



Tan, Chan & Partners
*Public Accountants and
Chartered Accountants*

Singapore
Date: 22 June 2020

Caregiving Welfare Association

STATEMENT OF FINANCIAL POSITION

As at 31 December 2019

	Note	2019 \$	2018 \$
ASSETS			
Non-current asset			
Plant and equipment	4	<u>34,811</u>	<u>53,758</u>
Current assets			
Prepayments		<u>1,624</u>	<u>2,354</u>
Trade and other receivables	5	<u>189,371</u>	<u>85,137</u>
Cash and bank balances	6	<u>994,314</u>	<u>873,434</u>
		<u>1,185,309</u>	<u>960,925</u>
Total assets		<u><u>1,220,120</u></u>	<u><u>1,014,683</u></u>
LIABILITIES AND FUNDS			
Non-current liabilities			
Deferred capital grant	7	<u>34,104</u>	<u>51,252</u>
Deferred income	8	<u>96,100</u>	<u>114,591</u>
		<u>130,204</u>	<u>165,843</u>
Current liabilities			
Trade and other payables	9	<u>36,249</u>	<u>44,223</u>
Provision	10	<u>25,086</u>	<u>20,667</u>
		<u>61,335</u>	<u>64,890</u>
Funds			
<u>Unrestricted Fund</u>			
General Fund		<u>1,027,381</u>	<u>782,750</u>
<u>Restricted Fund</u>			
Lee Foundation Fund	11	<u>1,200</u>	<u>1,200</u>
		<u>1,028,581</u>	<u>783,950</u>
Total liabilities and funds		<u><u>1,220,120</u></u>	<u><u>1,014,683</u></u>

The accompanying notes form an integral part of the financial statements.

Caregiving Welfare Association

**STATEMENT OF FINANCIAL ACTIVITIES
For the Financial Year Ended 31 December 2019**

	Note	2019 \$	2018 \$
Income			
Income from generated funds	12	826,412	723,023
Other income	13	5,398	7,375
		831,810	730,398
Less: Cost of generated funds			
Cost of activities for generated funds	14	82,998	79,164
Cost of charitable activities	15	377,213	350,086
		460,211	429,250
Less: Governance and administrative costs	16	126,968	152,080
Surplus for the financial year, representing total comprehensive income for the financial year		244,631	149,068

The accompanying notes form an integral part of the financial statements.

Caregiving Welfare Association

STATEMENT OF CHANGES IN FUNDS
For the Financial Year Ended 31 December 2019

	Unrestricted	Restricted	Total Funds
	General Fund	Lee Foundation Fund	
	\$	\$ (Note 11)	\$
As at 01 January 2018	633,682	1,200	634,882
Surplus for the financial year, representing total comprehensive income for the financial year	149,068	-	149,068
As at 31 December 2018	782,750	1,200	783,950
Surplus for the financial year, representing total comprehensive income for the financial year	244,631	-	244,631
As at 31 December 2019	1,027,381	1,200	1,028,581

The accompanying notes form an integral part of the financial statements.

Caregiving Welfare Association

STATEMENT OF CASH FLOWS
For the Financial Year Ended 31 December 2019

	Note	2019 \$	2018 \$
Operating activities			
Surplus for the financial year		244,631	149,068
<u>Adjustments for:</u>			
Income from Care and Share Matching Grant		(90,549)	-
Amortisation of Care and Share Matching Grant	12	(62,396)	(225,427)
Amortisation of deferred capital			
Care and Share Matching Grant	12	(17,646)	(21,528)
Amortisation of ComChest Haze Fund	12	(400)	-
Amortisation of ComChest Charity Support Fund	12	(97,900)	-
Amortisation of VCF Grant	12	(1,297)	(1,297)
Depreciation of plant and equipment	4	20,185	24,100
Interest income	12	(3,283)	(1,557)
Operating cash flows before working capital changes		<u>(8,655)</u>	<u>(76,641)</u>
<u>Changes in working capital:</u>			
Trade and other receivables		(13,681)	65,194
Prepayments		730	5,660
Trade and other payables		(7,974)	13,187
Provision		4,419	-
Net cash flows (used in)/generated from operations		<u>(25,161)</u>	<u>7,400</u>
Interest received		3,279	1,552
Net cash flows (used in)/generated from operating activities		<u>(21,882)</u>	<u>8,952</u>
Investing activity			
Acquisition of plant and equipment	4	(1,238)	(9,478)
Net cash flow used in investing activity		<u>(1,238)</u>	<u>(9,478)</u>
Financing activities			
Receipt of ComChest Charity Support Fund	8	50,000	50,000
Receipt of Care and Share Matching Grant	8	-	338,024
Receipt of VCF Grant	7	-	3,737
Receipt of Presidents Challenge Fund	8	94,000	-
Net cash flows generated from financing activities		<u>144,000</u>	<u>391,761</u>
Net changes in cash and cash equivalents		120,880	391,235
Cash and cash equivalents at beginning of financial year		<u>873,434</u>	<u>482,199</u>
Cash and cash equivalents at end of financial year	6	<u><u>994,314</u></u>	<u><u>873,434</u></u>

The accompanying notes form an integral part of the financial statements.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

These notes form an integral part of and should be read in conjunction with the accompanying financial statements.

1. GENERAL INFORMATION

Caregiving Welfare Association (the "Association") is established and domiciled in Singapore. The Association is registered under the Societies Act, Chapter 311, the Charities Act, Chapter 37. It is an approved Institution of Public Character (IPC) from 01 August 2016 to 31 January 2019 and renewed for the period from 01 February 2019 to 31 July 2021.

The registered office and principal place of operation of the Association is located at Blk 3, Ghim Moh Road, #01-294, Singapore 270003.

The objective of the Association are as follows:

- (a) To foster national and international caregiving activities with a focus on family, social and elderly in the community.
- (b) To formulate and develop training programmes and public education campaigns on services to the family, elderly in the community and caregivers.
- (c) To provide assistance, information and care to enhance the quality of healthcare and well-being of the elderly, caregivers, family members, helpers, friends and volunteers.
- (d) To foster group support among members and to facilitate mutual assistance on the practice of care and education for the community.
- (e) To raise awareness concerning the community interests and participation in the general healthcare of elderly sick and caregivers.
- (f) To create opportunities for the community and caregivers to be trained.
- (g) To render assistance to enable the elderly and their caregivers greater access to available community resources through information and referral services.
- (h) To provide short-term welfare assistance to the elderly sick, caregivers and families to cope in times of needs.
- (i) To build an environment/local network of support for the elderly and caregiving members.
- (j) To receive donations, endowments, subscriptions and legacies from donors.
- (k) The Association shall only carry out the above objects and activities in accordance with the prevailing laws in Singapore and with the prior written approval of the relevant authorities, where applicable. It shall also not engage in activities outside Singapore, which are not in accordance with the laws of the foreign country. In furtherance of the above objects, the Association may formulate and render assistance to the community at large.

The financial statements of the Association for the financial year ended 31 December 2019 were authorised for issue by the Management Committee on the date of the Statement by the Management Committee.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

2.1 Basis of preparation

The financial statements have been prepared in accordance with Financial Reporting Standards in Singapore (“FRSs”) under the historical cost convention, except as disclosed in the accounting policies below.

The financial statements of the Association are presented in Singapore dollars (“\$”), which is the Association’s functional currency.

2.2 Adoption of new and amended standards and interpretations

The accounting policies adopted are consistent with those of the previous financial year except that in the current financial year, the Association has adopted all the new and revised standards which are effective for annual financial periods beginning on or after 1 January 2019. The adoption of these new/revised standards and interpretations did not result in any substantial changes to the accounting policies of the Association or have any material effect on the financial performance or position of the Association.

2.3 Standards issued but not yet effective

Certain new standards, amendments to standards and interpretations are issued but effective for annual financial periods beginning on or after 1 January 2020, and which the Association has not been early adopted in preparing these financial statements. None of these are expected to have a significant impact on the Association’s financial statements.

2.4 Functional currency

Functional and presentation currency

The functional currency of the Association is determined to be Singapore dollar (“\$”), which is also the presentation currency of the Association’s financial statements.

Transactions and balances

Transactions arising in foreign currencies are recorded on initial recognition at the exchange rate approximating those ruling at the transaction dates. Monetary assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the end of the reporting period. Non-monetary items that are measured in terms of historical cost in a foreign currency are translated using the exchange rates as at the dates of the initial transactions. Non-monetary items measured at fair value in a foreign currency are translated using the exchange rates at the date when the fair value was measured.

Exchange differences arising on the settlement of monetary items or on translating monetary items at the end of the reporting period are recognised in statement of financial activities.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.5 Plant and equipment

All items of plant and equipment are initially recorded at cost. Subsequent to initial recognition, plant and equipment are measured at cost less accumulated depreciation and any accumulated impairment losses. The cost of plant and equipment comprises its purchase price and any directly attributable costs of bringing the asset to working condition for its intended use.

Depreciation is computed on a straight-line method over the estimated useful lives of the assets as follows:

	<u>Estimated useful lives</u>
Computer equipment	3 years
Furniture and fittings	5 years
Office equipment	5 years
Renovation	3-5 years

The carrying values of plant and equipment are reviewed for impairment when events or changes in circumstances indicate that the carrying value may not be recoverable.

The residual value, estimated useful lives and depreciation method are reviewed at each reporting period and adjusted prospectively, if appropriate.

An item of plant and equipment is derecognised upon disposal or when no future economic benefits are expected from its use or disposal. Any gain or loss arising from derecognition of the assets is included in statement of financial activities in the period that the assets are derecognised.

2.6 Impairment of non-financial assets

The Association assesses at each reporting date whether there is an indication that an asset may be impaired. If any such indication exists, or when annual impairment assessment for an asset is required, the Association makes an estimate of the asset's recoverable amount.

An asset's recoverable amount is the higher of an asset's or cash-generating unit's fair value less costs to sell and its value in use and is determined for an individual asset, unless the asset does not generate cash inflows that are largely independent of those from other assets. In assessing value in use, the estimated future cash flows expected to be generated by the asset are discounted to their present value. Where the carrying amount of an asset exceeds its recoverable amount, the asset is considered impaired and written down to its recoverable amount.

Impairment losses are recognised in statement of financial activities.

A previously recognised impairment loss is reversed only if there has been a change in the estimates used to determine the asset's recoverable amount since the last impairment loss was recognised. If that is the case, the carrying amount of the asset is increased to its recoverable amount. That increase cannot exceed the carrying amount that would have been determined, net of depreciation, had no impairment loss be recognised previously. Such reversal is recognised in statement of financial activities.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.7 Financial instruments

(a) Financial assets

The Association only has debt instruments.

Initial recognition and measurement

Financial assets are recognised when, and only when the Association becomes party to the contractual provisions of the instruments.

At initial recognition, the Association measures a financial asset at its fair value plus, in the case of a financial asset not at fair value through profit or loss ("FVPL"), transaction costs that are directly attributable to the acquisition of the financial asset. Transaction costs of financial assets carried at FVPL are expensed in statement of financial activities.

Trade and other receivables are measured at the amount of consideration to which the Association expects to be entitled in exchange for transferring promised goods or services to a customer, excluding amounts collected on behalf of third party, if the trade and other receivables do not contain a significant financing component at initial recognition.

Subsequent measurement

Financial assets that are held for the collection of contractual cash flows where those cash flows represent solely payments of principal and interest are measured at amortised cost. Financial assets are measured at amortised cost using effective interest method, less impairment. Gains and losses are recognised in statement of financial activities when the assets are derecognised or impaired, and through the amortisation process.

Derecognition

A financial asset is derecognised where the contractual right to receive cash flows from the asset has expired. On derecognition of a financial asset in its entirety, the difference between the carrying amount and the sum of consideration received and any cumulative gain or loss that had been recognised in other comprehensive income is recognised in statement of financial activities.

(b) Financial liabilities

Initial recognition and measurement

Financial liabilities are recognised when, and only when, the Association becomes a party to the contractual provisions of the financial instrument. The Association determines the classification of its financial liabilities at initial recognition.

All financial liabilities are recognised initially at fair value plus in the case of financial liabilities not at FVPL, directly attributable transaction costs.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.7 Financial instruments (cont'd)

(b) Financial liabilities (cont'd)

Subsequent measurement

After initial recognition, financial liabilities that are not carried at FVPL are subsequently measured at amortised cost using the effective interest method. Gains and losses are recognised in statement of financial activities when the liabilities are derecognised, and through the amortisation process.

Derecognition

A financial liability is derecognised when the obligation under the liability is discharged or cancelled or expires. On derecognition, the difference between the carrying amounts and the consideration paid is recognised in statement of financial activities.

2.8 Impairment of financial assets

The Association recognises an allowance for expected credit losses ("ECLs") for all debt instruments not held at FVPL. ECLs are based on the difference between the contractual cash flows due in accordance with the contract and all the cash flows that the Association expects to receive, discounted at an approximation of the original effective interest rate.

The Association applies a simplified approach in calculating ECLs. Therefore, the Association does not track changes in credit risk, but instead recognises a loss allowance based on lifetime ECLs at each reporting date.

The Association consider a financial asset to be in default when internal or external information indicates that the Association is unlikely to receive the outstanding contractual amounts in full before taking into account any credit enhancement held by the Association. A financial asset is written off when there is no reasonable expectation of recovering the contractual cash flows.

2.9 Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, cash at bank and fixed deposits that are subject to an insignificant risk of changes in value. The carrying amounts of these assets approximate their fair value.

2.10 Provisions

Provisions are recognised when the Association has a present obligation (legal or constructive) as a result of a past event, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and the amount of the obligation can be estimated reliably.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.10 Provisions (cont'd)

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. If it is no longer probable that an outflow of economic resources will be required to settle the obligation, the provision is reversed. If the effect of the time value of money is material, provisions are discounted using a current pre-tax rate that reflects, where appropriate, the risks specific to the liability. When discounting is used, the increase in the provision due to the passage of time is recognised as a finance cost.

2.11 Revenue

Revenue is measured based on the consideration to which the Association expects to be entitled in exchange for transferring promised goods or services to a customer, excluding amounts collected on behalf of third parties.

Revenue is recognised when the Association satisfies a performance obligation by transferring a promised good or service to the customer, which is when the customer obtains control of the good or service. A performance obligation may be satisfied at a point in time or over time. The amount of revenue recognised is the amount allocated to the satisfied performance obligation.

Donations

Donations are recognised upon receipt at point in time.

Membership fees

Membership fees are recognised over the membership period.

Event and bazaar income

Event and bazaar income are recognised upon performance of service at a point in time.

Home care services and street sales

Home care services and street sales are recognised upon rendering of services and delivery of goods at a point in time.

Government grants and performance fee subsidy

Government grants and performance fee subsidy are recognised when terms and conditions are met at a point in time.

Fund-raising income

Fund-raising income consist of flag day and recycle fund-raising which are recognised upon receipt and upon disposal of collected recyclable items respectively at a point in time.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.11 Revenue (cont'd)

Training allowance income

Training allowance income are recognise upon receipt at a point in time.

Interest income

Interest income is recognise on accrual basis using effective interest method over time.

Other income

Other income are recognise upon receipt at a point in time.

2.12 Government grants

Government grants are recognised when there is reasonable assurance that the grant will be received and all attaching conditions will be complied with. Where the grant relates to an asset, the fair value is recognised as deferred capital grant on the balance sheet and is amortised to statement of financial activities over the expected useful life of the relevant asset by equal annual instalments.

Where loans or similar assistance are provided by governments or related institutions with an interest rate below the current applicable market rate, the effect of this favourable interest is regarded as additional government grant.

2.13 Taxation

The Association which is registered as a Charity under the Charities Act is exempted from income tax under Section 13(1)(zm) of the Income Tax Act.

2.14 Leases

These accounting policies are applied on and after 1 January 2019:

The Association assesses at contract inception whether a contract is, or contains, a lease. That is, if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration.

As lessee

Lease of low-value assets

The Association applies the lease of low-value assets recognition exemption to lease of sanctuary that is considered to be low value. Lease payments on lease of low-value assets are recognised as expense on a straight-line basis over the lease term.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (Cont'd)

2.15 Employee benefits

Defined contribution plan

The Association makes contributions to the Central Provident Fund in Singapore. Contributions to the defined contribution plan are recognised as an expense in the period in which the related service is performed.

Short-term benefits

All short-term benefits including accumulating compensated absences are recognised in statement of financial activities in the period in which the employees rendered their services to the Association.

2.16 Contingencies

A contingent liability is:

- (a) a possible obligation that arises from past events whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Association; or
- (b) a present obligation that arises from past events but is not recognised because:
 - (i) it is not probable that an outflow of resources embodying economic benefits will be required to settle the obligation; or
 - (ii) the amount of the obligation cannot be measured within sufficient reliability.

A contingent asset is a possible asset that arises from past events and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the Association.

Contingent liabilities and assets are not recognised on the statement of financial position of the Association.

3. SIGNIFICANT ACCOUNTING JUDGEMENTS, ESTIMATES AND ASSUMPTIONS

The preparation of the Association's financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts of the revenues, expenses, assets and liabilities, and the disclosure of contingent liabilities at the end of reporting period. Uncertainty about these assumptions and estimates could result in outcomes that could require a material adjustment to the carrying amount of the asset or liability affected in the future periods.

Management is of the opinion that there is no significant judgement made in applying accounting policies, and no estimation uncertainty that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial period.

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019**

4. PLANT AND EQUIPMENT

	Note	Computer equipment \$	Furniture & fittings \$	Office equipment \$	Renovation \$	Total \$
<u>Cost</u>						
As at 01 January 2018		19,465	22,455	37,206	75,558	154,684
Additions		5,393	1,015	2,749	321	9,478
Write off		-	(3,018)	(5,247)	-	(8,265)
As at 31 December 2018		24,858	20,452	34,708	75,879	155,897
Additions		-	529	709	-	1,238
As at 31 December 2019		24,858	20,981	35,417	75,879	157,135
<u>Accumulated depreciation</u>						
As at 01 January 2018		16,080	16,024	21,815	32,385	86,304
Depreciation	15,16	4,486	3,107	5,336	11,171	24,100
Write off		-	(3,018)	(5,247)	-	(8,265)
As at 31 December 2018		20,566	16,113	21,904	43,556	102,139
Depreciation	15,16	2,352	2,800	3,862	11,171	20,185
As at 31 December 2019		22,918	18,913	25,766	54,727	122,324
<u>Net carrying amount</u>						
As at 31 December 2019		1,940	2,068	9,651	21,152	34,811
As at 31 December 2018		4,292	4,339	12,804	32,323	53,758

The depreciation charge is distributed as follows:

	Note	2019 \$	2018 \$
Cost of generating voluntary income	15	13,971	14,278
Governance and administrative costs	16	6,214	9,822
		<u>20,185</u>	<u>24,100</u>

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019**

5. TRADE AND OTHER RECEIVABLES

	2019 \$	2018 \$
Trade receivables	<u>12,889</u>	<u>9,714</u>
Other receivables		
- Deposits	2,174	3,474
- Interest receivables	54	50
- Sundry debtors	83,705	71,899
- Grant receivable	<u>90,549</u>	<u>-</u>
	<u>176,482</u>	<u>75,423</u>
 Total trade and other receivables	 <u>189,371</u>	 <u>85,137</u>

Ageing analysis for trade receivables as at reporting date are as follows:

	2019 \$	2018 \$
<u>Trade receivable:</u>		
- Neither past due nor impaired	2,673	3,582
- Less than 31 days	-	22
- 31 - 60 days	1,633	3,464
- 61 - 90 days	1,249	414
- More than 90 days	<u>7,334</u>	<u>2,232</u>
	<u>12,889</u>	<u>9,714</u>

Trade receivables from third parties are unsecured, interest-free, and are generally settled within 30 days (2018: 30 days). They are recognised at their original invoice amounts which represent their fair values on initial recognition.

6. CASH AND BANK BALANCES

	2019 \$	2018 \$
Cash on hand	80	115
Cash at bank	486,386	368,625
Fixed deposits	<u>507,848</u>	<u>504,694</u>
	<u>994,314</u>	<u>873,434</u>

Cash at banks earns interest at prevailing bank interest rate.

Fixed deposits are placed at a tenure of 3 to 12 months (2018: 3 to 12 months) and bear interest ranging from 0.35% to 1.40% (2018: 0.35% to 0.95%) per annum.

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019**

7. DEFERRED CAPITAL GRANT

	2019 \$	2018 \$
ComChest Haze Fund ①	51	451
VCF Grant ②	1,245	2,542
Care & Share Matching Grant ③	32,808	48,259
	34,104	51,252

① The ComChest Haze Fund is a one-time grant received from National Council of Social Service for the purpose of putting in place measures to deal with the haze situation.

Movement of ComChest Haze fund during the financial year

	Note	2019 \$	2018 \$
At beginning of the financial year		451	451
Amortisation	12	(400)	-
At end of the financial year		51	451

② VWOs-Charities Capability Fund (“VCF”) is a technology grant provided to Charities and IPCs. The Association has been granted a fund for the purchase of laptop and printer.

Movement of VCF capital grant during the financial year

	Note	2019 \$	2018 \$
At beginning of the financial year		2,542	102
Addition		-	3,737
Amortisation	12	(1,297)	(1,297)
At end of the financial year		1,245	2,542

③ The Care & Share Matching grant is a dollar-for-dollar donation provided by the government to encourage donation and to develop social service-related voluntary welfare organization (“VWOs”) and their programmes to better serve beneficiaries. The matching grant can be used for capability building, capacity building, new initiatives/expansion of existing services and critical existing needs.

Movement of Care & Share Matching capital grant during the financial year

	Note	2019 \$	2018 \$
At beginning of the financial year		48,259	21,781
Addition	8	2,195	48,006
Amortisation	12	(17,646)	(21,528)
At end of the financial year		32,808	48,259

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019**

8. DEFERRED INCOME

	2019 \$	2018 \$
Care & Share Matching Grant	-	64,591
ComChest Charity Support fund	2,100	50,000
Presidents Challenge 2018 fund	94,000	-
	96,100	114,591
	Note	
	2019 \$	2018 \$
At beginning of the financial year	114,591	-
Grant received:		
ComChest Charity Support fund	50,000	50,000
Care and Share matching Grant	-	338,024
Presidents Challenge 2018 fund	94,000	-
Grant used to purchase fixed assets	7 (2,195)	(48,006)
Amortisation:		
Care & Share Matching Grant	12 (62,396)	(225,427)
ComChest Charity Support Fund	12 (97,900)	-
At end of the financial year	96,100	114,591

9. TRADE AND OTHER PAYABLES

	2019 \$	2018 \$
Trade payable	10,232	14,369
Accrued expenses	20,750	21,123
Fees received in advance	3,021	1,501
Sundry creditors	2,246	7,230
	36,249	44,223

10. PROVISION

	2019 \$	2018 \$
Provision for unutilised leave	25,086	20,667

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019**

11. LEE ASSOCIATION FUND

This is Lee Association's financial assistance to Mr. Lee Song Lee for the supply of his medication expenses at \$400 every three months for a period of one year. With effect from 28th February 2018, the fund was redirected to CWA's financial support especially for those needy clients who require home personal care services.

Movement during the financial year

	2019 \$	2018 \$
At beginning and end of the financial year	1,200	1,200

12. INCOME FROM GENERATED FUNDS

	Note	2019 \$	2018 \$
<u>Voluntary income</u>			
Tax deductible donations		120,859	73,030
Non-tax deductible donation		87,050	77,215
Membership dues		934	926
<u>Activities for generated funds</u>			
Event/bazaar		1,953	1,016
Home care services		169,207	99,552
Street sales		1,989	368
Fund-raising activities:			
-Flag day	20	52,446	21,963
-Recycle fund-raising	20	66,883	73,971
<u>Income from charitable activities</u>			
Mind-able programme		152	2,816
Caregiver's week		992	815
Income from Care and Share Matching Grant		90,549	-
Amortisation of Care and Share Matching Grant	8	62,396	225,427
Amortisation of Deferred capital			
Care and Share Matching Grant	7	17,646	21,528
Amortisation of VCF Grant	7	1,297	1,297
Amortisation of ComChest haze Fund	7	400	-
Amortisation of ComChest Charity Support Fund	8	97,900	-
Care at home innovation grant		42,791	116,474
Caregiver support programme		270	120
Community caregiver		1,075	298
Counselling and case management		-	110
CCG's training allowance		6,340	4,540
<u>Investment income</u>			
Interest income		3,283	1,557
		826,412	723,023

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019**

13. OTHER INCOME

	2019	2018
	\$	\$
Miscellaneous	3,000	665
Special/Temporary employment credit	-	1,156
Wage credit scheme	2,398	5,554
	5,398	7,375

14. COST OF ACTIVITIES FOR GENERATED FUNDS

	Note	2019	2018
		\$	\$
Event/bazaar		652	3,958
Home service expenses		75,452	50,746
Fund-raising costs:			
-Flag day	20	3,928	2,544
-Fund-raising expenses	20	2,966	21,916
		82,998	79,164

15. COST OF CHARITABLE ACTIVITIES

	Note	2019	2018
		\$	\$
Caregiver programme		5,152	3,017
Caregiver's week		32,986	27,809
Caregiver's sanctuary		9,630	8,923
Community caregiver		13,286	14,290
Day Centre expenses		214	546
Depreciation of plant and equipment	4	13,971	14,278
Education		1,288	865
Mind-able expenses		2	18,925
Medical expenses		547	825
Marketing expenses		1,389	-
Office expense		1,815	938
Outreach programme		-	104
Repair and maintenance		734	115
Salaries and CPF		292,451	255,289
Staff welfare		214	568
Telecommunication		3,534	3,594
		377,213	350,086

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

16. GOVERNANCE AND ADMINISTRATIVE COSTS

	Note	2019 \$	2018 \$
Audit fee		3,399	2,931
Accounting fee		26,975	20,242
Bad debts		348	-
Bank charges		302	339
Depreciation of plant and equipment	4	6,214	9,822
General expenses		976	1,116
Insurance		2,452	2,250
Postages		318	332
Printing and stationery		3,004	3,485
Recruitment		1,983	1,861
Refreshment		69	173
Salaries and other related charges		76,985	88,378
Transport and travelling		343	451
Utilities		3,600	20,700
		<u>126,968</u>	<u>152,080</u>

17. DONATION IN KIND

The Association has been renting office space at a nominal contribution. There is no sufficiently reliable estimate of the value the Association would have to pay, in the open market, for an equivalent item as there was no available information.

18. TAXATION

The Association which is registered as a Charity under the Charities Act is exempted from income tax under Section 13(1)(zm) of the Income Tax Act.

19. COMMITMENTS

When the Association is a lessee

The Association leases sanctuary for caregiver's use from non-related party under non-cancellable operating lease agreements. The lease is for a period of 3 years term with renewal option and no restrictions placed.

Caregiving Welfare Association

**NOTES TO THE FINANCIAL STATEMENTS
For the Financial Year Ended 31 December 2019**

19. COMMITMENTS (Cont'd)

The future aggregate minimum rental payables under non-cancellable operating leases contracted for at the reporting date but not recognised as payables are as follows:

	2019	2018
	\$	\$
Within one year	7,153	8,583
Between two and three years	-	7,153
	7,153	15,736

Minimum lease payments recognised as an expense in statement of financial activities for the financial year ended 31 December 2019 amounted to \$8,583 (2018: \$8,583) which was included under caregiver's sanctuary. As disclosed in Note 2.14, the Management has adopted the FRS 116 on 01 January 2019. These payments have been recognised as expense on straight-line basis over the lease term in view that these are lease of low-value assets.

20. FUND-RAISING

30/70 Fund-raising Efficiency Ratio

	Note	2019	2018
		\$	\$
Income from fund-raising event:			
- Flag day	12	52,446	21,963
- Recycle fund-raising	12	66,883	73,971
		119,329	95,934
Cost of fund-raising event:			
- Flag day	14	3,928	2,544
- Fund-raising expenses	14	2,966	21,916
Less: Certification fees		(1,100)	(400)
		5,794	24,060
Fund-raising efficiency ratio		4.86%	25.08%

The fund-raising efficiency ratio has been computed as $(E+S)/(R+S)$, where **E** refers to the total expenses relating to fund-raising; **R** refers to the total gross receipts from fund-raising, other than receipts from sponsorships; and **S** refers to the total cost or value of sponsored goods and services relating to fund-raising.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

21. FINANCIAL INSTRUMENTS

At the reporting date, the aggregate carrying amounts of financial assets and financial liability at amortised cost were as follows:

	Note	2019 \$	2018 \$
<u>Financial assets</u>			
Trade and other receivables	5	189,371	85,137
Cash and bank balances	6	994,314	873,434
Financial assets carried at amortised cost		1,183,685	958,571
 <u>Financial liabilities</u>			
Trade and other payables	9	36,249	44,223
Less: Fees received in advance	9	(3,021)	(1,501)
Financial liabilities carried at amortised cost		33,228	42,722

22. FAIR VALUE OF ASSETS AND LIABILITIES

No financial assets or liabilities were measured at fair value as at financial year end.

The carrying amounts of financial assets and liabilities on the statement of financial position approximate their respective fair values due to the relatively short-term maturity of these balances.

The Association considers that the carrying amounts of financial assets and liabilities recorded at amortised cost in the financial statements approximate their fair values.

23. FUND MANAGEMENT

The primary objective of the Association's fund management is to ensure that the funding from members, public, and other sources are properly managed and used to support its operations.

The Association manages its fund structure and makes adjustments to it, in light of changes in economic conditions. No changes were made to the objectives, policies or processes during the financial years ended 31 December 2019 and 2018 respectively.

The Association is not subjected to externally imposed capital requirements.

24. FINANCIAL RISK MANAGEMENT

The Association is exposed to financial risks arising from its operations and use of financial instruments. The key financial risk includes liquidity risk. The management team reviews and agrees on policies and procedures for the management of this risk, which are executed by management. It is, and has been, throughout the current and previous financial year, the Association's policy that no trading in derivatives for speculative purposes shall be undertaken. There has been no significant change to the Association's exposure arising from this financial risk or the manner in which it manages and measures this risk.

Caregiving Welfare Association

NOTES TO THE FINANCIAL STATEMENTS For the Financial Year Ended 31 December 2019

24. FINANCIAL RISK MANAGEMENT (Cont'd)

Liquidity risk

Liquidity risk is the risk that the Association may encounter difficulties to settle or meet its financial obligations due to shortage of available funds. The Association's objective is to maintain sufficient level of cash and bank balances, and internally generated cash flows to finance its activities. The Association actively manages its debt maturity profile, operating cash flows and availability of funding so as to ensure that all repayment and funding needs are met.

All financial liabilities at the end of the reporting period are repayable within one year from the reporting date.

In Appreciation . . .

Caregiving Welfare Association would like to acknowledge each and everyone who has supported our work and made our mission possible.

Thank you!